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## Expectations for Part-Time Magistrate Judges

*[These General Expectations for Part-time Magistrate Judges were adopted by the Judicial Conference at its March 1992 session]*

(1) The part-time magistrate judge will be available to the district court and law enforcement agencies on a reasonable basis, notwithstanding that such availability may interrupt other activities.

(2) The part-time magistrate judge will stay abreast of legal, procedural, and administrative developments related to the performance of official duties by reading the *Legal Manual for United States Magistrate Judges* and other appropriate materials.

(3) The part-time magistrate judge will timely review training materials and attend training seminars offered by the Federal Judicial Center.

(4) The part-time magistrate judge will confer with the court at the headquarters of the court or other designated location at least once each year, if summoned by the court.

(5) The part-time magistrate judge will serve as back-up to the district's full-time magistrate judges for reasonable lengths of time on request (e.g., when the full-time magistrate judges attend FJC seminars or circuit conferences).

(6) The part-time magistrate judge will ensure that all appropriate paperwork is filled out in accordance with instructions. The JS-43 statistical report forms will be completed on a timely basis and submitted to the Magistrate Judges Division of the Administrative Office.

(7) The part-time magistrate judge will follow the rules and regulations established by the Judicial Conference, particularly those related to conflicts-of-interest and the reimbursement of expenses.

The list applies to all part-time magistrate judges except those compensated at level 8. The Committee on the Administration of the Magistrate Judges System expressed the desire, however, that these magistrate judges meet the expectations to the extent practicable.

**Note:** All magistrate judges, including those compensated at level 8, must prepare and submit JS-43 statistical reports.

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